Clallam Transit System

BOARD MEETING

Monday, January 25, 2016
1:00 p.m.
Clallam Transit System
830 West Lauridsen Boulevard
Port Angeles, Washington 98363

A G E N D A

I. Call to Order – Chairman Bryon Monohon
II. Introduction of Guests and/or Additional Items for the Agenda
III. Public Comment

IV. Presentations:

A. Morningside 2015 Outstanding Employer Award – President/Chief Executive Officer Jim Larson
B. Commendation to Administrative Services Assistant Terri Hill: "Employee of the Quarter" – Fourth Quarter 2015

V. Correspondence:

A. CTS Memorandum of Commendation to Transit Operator Jeff Dixon: Customer Service – January 13, 2016
B. CTS E-mail Responses to Justin Ellis: Hurricane Ridge Service – January 11, 2016, TO Justin Ellis E-mail Request: Hurricane Ridge Service – December 28, 2015
C. CTS E-mail Response to Fran Mason: Later Service to Melody Lane – January 11, 2016, TO Fran Mason E-mails Request: Later Melody Lane Service – December 24 and November 19, 2015
D. CTS Memorandum of Commendation to Transit Operator Joy Crummett: Customer Service – January 8, 2016
E. Captain Joseph House Foundation Letter of Appreciation for Lane/Facility Use for Annual Dungeness Crab and Seafood Festival Chowder Cook-off – December 29, 2015
F. City of Forks Appointments E-mail: Transit Board – January 18, 2016
G. City of Sequim Appointments Letter: Transit Board – January 12, 2016
H. Clallam County Board of Commissioners Appointments Resolution No. 02:2016: Transit Board – January 12, 2016
I. City of Port Angeles Appointments Roster: Transit Board – January 20, 2016
J. ATU, Local 587, Appointment to Transit Board – January 13, 2016

VI. Monthly Financial Statements Review
VII. Consent Agenda:

A. **Approval of the Minutes** of the December 21, 2015, Board Meeting
B. **Approval of the Payment Listing for Board Approval** for December 2015

C. **Resolution to Commend** Administrative Services Assistant Terri Hill: "Employee of the Quarter" – Fourth Quarter 2015

VIII. For Board Action:

A. Election of Officers
B. Discussion and Consideration of Board Standing Committee Appointments and Peninsula RTPO Executive Board Representation
C. Consideration of Easement with the City of Sequim Related to the Sequim Civic Center – Resolution
D. Publication of Legal Notice for Public Hearing on Transit Service Improvement
E. Authorization to Purchase Vanpool Vehicles – Resolution

IX. For Board Discussion and Information:

A. Items of Interest:

1. Status Update: Green Power Bus On-site Demonstration
2. Status Update: Washington State Transit Association (WSTA) Legislative Agenda
3. Electronic Access to CTS Board Meeting Packets
4. Discussion on New Board Member Orientation Session
5. Washington State Transit Insurance Pool (WSTIP) 2015 Jeffrey S. Ristau Scholarship Awards
6. 2016 Vanpool Service Rates
7. 2016 Paratransit Cost-per-mile Beyond Americans with Disabilities Act (ADA) Corridor
8. Status Update: Installation of Transit Bench at Pioneer Memorial Park

B. Staff Reports:

1. Operations Department Report
2. Maintenance Department Report
3. 2015 Annual Fixed-route, Paratransit, and Vanpool Ridership Report
4. 2015 Annual Wellness Program Report
5. 2015 Affirmative Action Report
6. 2016 Private Vehicle Mileage Reimbursement Allowance Rate
7. News Releases: Transit Service Improvements and New/Improved Bus Stops Announced
8. Other Reports

C. Board Open Discussion

X. Executive Session – None.
XI. Adjourn

Next meeting: Monday, February 22, 2016, at 1:00 p.m. at the Clallam Transit System, 830 West Lauridsen Boulevard, Port Angeles, Washington 98363.